

25 March 1987

MEMORANDUM FOR: Chief, Policy and Plans Group

25X1 FROM:

Chief, Security Education Staff

25X1 SUBJECT:

Weekly Items  
25 - 31 March 1987

25X1 1. On 30 March 87, SES began the first of two special one week runnings of the Security Officer Training Program (SOTP), for 21 Security Officer attendees. These sessions were tailored to provide an overview of the Agency and OS to Security Officers from OS/PS/PD and OS/PTS, who were not hired under the OS SORT Program. The second special running of SOTP is scheduled for 27 April through 1 May 1987

25X1 2. On 26 March 87, a SES representative presented a briefing on basic security procedures for Logistics employees from P&PD. The presentation was held in GA-13 and covered physical security, safe keeping equipment, security in the office as well as telephone security procedures. The briefing was given twice and was attended by P&PD employees.

25X1 3. On 31 March 87, C/SES attended a working group session with representatives from, OP, OTE and OPA who are to examine possible means by which to enhance the EOD orientation program for new Agency employees. Several options are being explored, all of which would be designed to provide new employees with a coordinated program of essential information.

25X1 4. On 31 March 87, a SES representative provided an unclassified Security Awareness briefing to approximately 200 Ogden Allied employees in the Headquarters Auditorium.

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